



39200 W. Twelve Mile Road, Farmington Hills, MI 48331
(248) 553-7170 ~ www.hope-lutheran-church.com

Position Title: Pastor of Congregational Life

Supervisor: Lead Pastor

Status: Full Time/Salaried/Exempt

Terms of Service: The call for the Pastor of Congregational Life shall be coterminous with the Lead Pastor's call. In the event of the departure of the Lead Pastor, the Pastor of Congregational Life will be called for a term of two years beginning on the date that the Lead Pastor departs. At the end of the two year call, the Strategic Planning Council (SPC) will recommend if a permanent call should be extended to the Pastor of Congregational Life. If the SPC recommends that a permanent call be extended, the congregation will vote on the call. The Lead Pastor will conduct annual performance reviews and salary adjustments.

Responsibilities (include, but not limited to, the following)

1. Congregational Engagement
 - a. A descriptive generalization: responsible for ministry Monday-Saturday.
 - b. Develop a team-based culture for programmatic ministries with a goal of having members own the mission of a ministry team and carry out that ministry.
 - c. Responsibility for the confirmation program with the assistance of the Children, Youth and Family Minister.
 - d. Overall responsibility for discipleship ministries, working with lay and staff leaders to develop ministries that empower members and friends of the congregation to develop their practice of the marks of Christian discipleship including adult small group ministries, adult fellowship activities, and adult education.
 - e. Together with other pastoral staff, counsel the afflicted and make provisions for pastoral care of the sick, hospitalized and homebound members of the congregation.
 - f. Responsibility for the First Communion program, including the development of the curriculum and the teaching of the classes.
 - g. Responsibility for the oversight of the abuse prevention policy of the congregation, including congregational training.

2. Staff and Program Leadership

- a. Overall responsibility for middle school and senior high youth ministry programming.
- b. Responsibility for the Children's Ministry program with the assistance of the Children's Ministry Coordinator.

3. Word and Sacrament

Shared responsibility at the direction of the Lead Pastor for the following areas:

- a. Fulfilling Hope Lutheran Church's Mission Statement: To SEEK, MAKE and BE disciples of Jesus Christ in our church, community and world.
- b. Proclaim and teach the Word of God as it is expressed in the Old and New Testaments.
- c. Preach and preside during Sunday worship, holidays and other occasions according to a schedule that is developed in consultation with the Lead Pastor.
- d. Preach and teach in a way that is consistent with the Lutheran confessions as expressed in the Book of Concord.
- e. Preside at baptisms, weddings and funerals.
- f. Premarital workshops, new member classes, and baptismal preparation classes.

4. Continuing Education

- a. Continue to develop theological expertise through continuing education in biblical, pastoral and theological subjects.

5. Other

- a. May have voice but no vote at meetings of the Strategic Planning Council.
- b. The Pastor of Congregational Life shall have one day, minimally, that is officially free from any congregational responsibilities.

Skills and Qualifications:

- Ordained
- Bachelor's degree
- Team player with people skills and the ability to lead, cooperate, support and interact with staff, co-workers, and congregational leaders and workers
- Represent the congregation and staff in a welcoming, friendly manner
- Demonstrate excellent reading, writing and comprehension skills, in order to remain knowledgeable about programs and procedures and provide effective staff support
- Strong computer skills, web site management, and social media technologies. Must be able to learn and become proficient with new technologies as they emerge

Hope Lutheran Church is an at will employer. Either the employee or Hope Lutheran Church can terminate the relationship at will, with or without cause, at any time, so long as there is not violation of applicable federal or state law.

= Positions
= Responsibilities

